

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

ILSP Working Group Meeting Minutes - 5 January 1989

FROM

ILSP Working Group, Rm 3E14 Hqs

EXTENSION

NO. OL 7007-89

DATE 13 January 1989

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1.

OS Rep.

1/17

1/17

h

2.

Joe

1/18

1/18

jm

3.

Barbara

2 - FYI

3 - File

4.

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

FORM  
1-79

610

USE PREVIOUS  
EDITIONS

~~SECRET~~

10 January 1989

MEMORANDUM FOR: ILSP Working Group Members, Alternates and Meeting Attendees

STAT

FROM:

ILSP Working Group

SUBJECT: ILSP Working Group Meeting Minutes - 5 January 1989

1. The ILSP Working Group Meeting was held at 1000 hours on 5 January 1989. The following representatives were present:

STAT

Chairman/ILSP  
ILSP  
ILSP  
AF/LOG  
CED/SI  
OMS Representative  
OIT Representative  
OSWR  
ILSP  
ILSP  
OS Alternate  
DO/SE  
DI Alternate  
DCI/ADMIN  
DS&T Alternate  
OL/FMG  
PPS  
OGC  
OTE  
FMG/OL  
DO Alternate  
DO Representative  
DA Alternate

STAT

~~SECRET~~

SECRET

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Attached is a copy of the meeting agenda (Attachment 1).

2. The minutes of the previous meeting were approved without comment.

3. OL Topics

STAT A. [ ] briefed the status of the Completion Dates Schedule and the changes since the last ILSP WG meeting (Attachment 2). Thirty-one people have moved into the NHB since the last meeting and over 300 are scheduled to move during January 1989. The moves displayed on the Gantt Charts (Attachment 3) are relatively firm through March 1989.

STAT B. [ ] reported on Fit-up and Survey work in the NHB (Attachment 4). OL 35% drawings are being developed. When 100% drawings are ready, a firm work schedule will be established. OL/FMG move is being accelerated to achieve a May/June implementation. Remaining NHB tenants will be determined in late January at an off-site DDA conference (this should include a decision on OS).

STAT C. [ ] briefed on the status of Carpet, Partition and Furniture installations (Attachment 5). All installations are on track through 19 January 1989. Concern was expressed that weather could affect future installations — if a snow shut-down or delay occurs.

STAT D. Lack of classified trash chutes continues to be a problem for components in the NHB. [ ] explained that there remains two rough spots in the chutes that FMG is repairing. When repairs are completed, the chutes will be activated. Estimated time of repair is approximately two weeks.

STAT E. [ ] of FMG reported that installation of the second and sixth floor snack bars in the North Tower were due to be completed this week. Additional snack bar area machines are on order and are expected to be delivered in 4 to 6 weeks.

SECRET

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5. OIT Topics

- STAT A. [ ] stated that OIT is on schedule for all remaining wiring that is currently planned for firm components.
- B. Concern was indicated once again that the long term wiring schedule (beyond June) is still unresolved and will remain so until the final tenants for the South Tower NHB are identified. Funding estimates will be difficult if not impossible without this final tenant information.

6. OS Topics

- STAT A. [ ] said there were no new topics they wished to address at present.
- STAT B. [ ] requested status on OL's request for direction on the securing of corridor floor tiles.
- STAT [ ] reported that as of the previous day, this issue was still in coordination within OS. However, he indicated that he expected no negative reaction and therefore, OL should proceed. [ ] then stated that OL now had authorization and therefore, directed ILSP to implement the corridor carpeting.
- STAT

7. OMS Topics

- STAT A. [ ] said there were no new topics OMS wished to address at present.
- STAT B. [ ] indicated that OL was awaiting written requirements regarding OMS concerns over the Gym. Therefore, in the meantime OL would proceed with final fit-up of this area.

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8. General Issues or Concerns

STAT A. Meeting participants were advised by [ ] that furniture reconciliation bills were being prepared and would be sent out in January. OL to date, has kicked in over \$100,000.00 toward the furniture fund shortfall. Expeditious handling of these bills will prevent NHB delays, since additional furniture can not be ordered for down stream component moves without these funds.

STAT 9. [ ] Action Item to level the hallway floor tiles will be considered closed with work proceeding on hallway carpeting. No new Action Items were assigned.

STAT 10. The next ILSP Meeting is scheduled for 19 January 1989 at 1000 hours in 3E14, Headquarters.

Attachment:  
a/s

Distribution:  
a/s

SECRET

ILSP WORKING GROUP  
AGENDA  
5 January 1989

- OLD BUSINESS

- Review/Approval of Minutes of previous meeting

- OL TOPICS

STAT

- Overview of ILSP Schedule

STAT

- Status of NHB Fit-up and Survey Work

STAT

- Status of Snack Bars

STAT

- Carpet, Partition & Furniture Progress Report

- Issues/Concerns?

STAT

- OIT TOPICS

- Status of PBX, Wang, and special wiring work in NHB

- Issues/Concerns?

STAT

- OS TOPICS

- Status of Alarm work in NHB

- Issues/Concerns?

STAT

- OMS TOPICS

- Issues/Concerns?

- GENERAL ISSUES OR CONCERNS?

- DA
- O/DCI
- DI
- DO
- DS&T

- ACTION ITEM REVIEW

- NEXT MEETING: Tentatively scheduled for 19 January 1989, 10:00 3E14 HQS

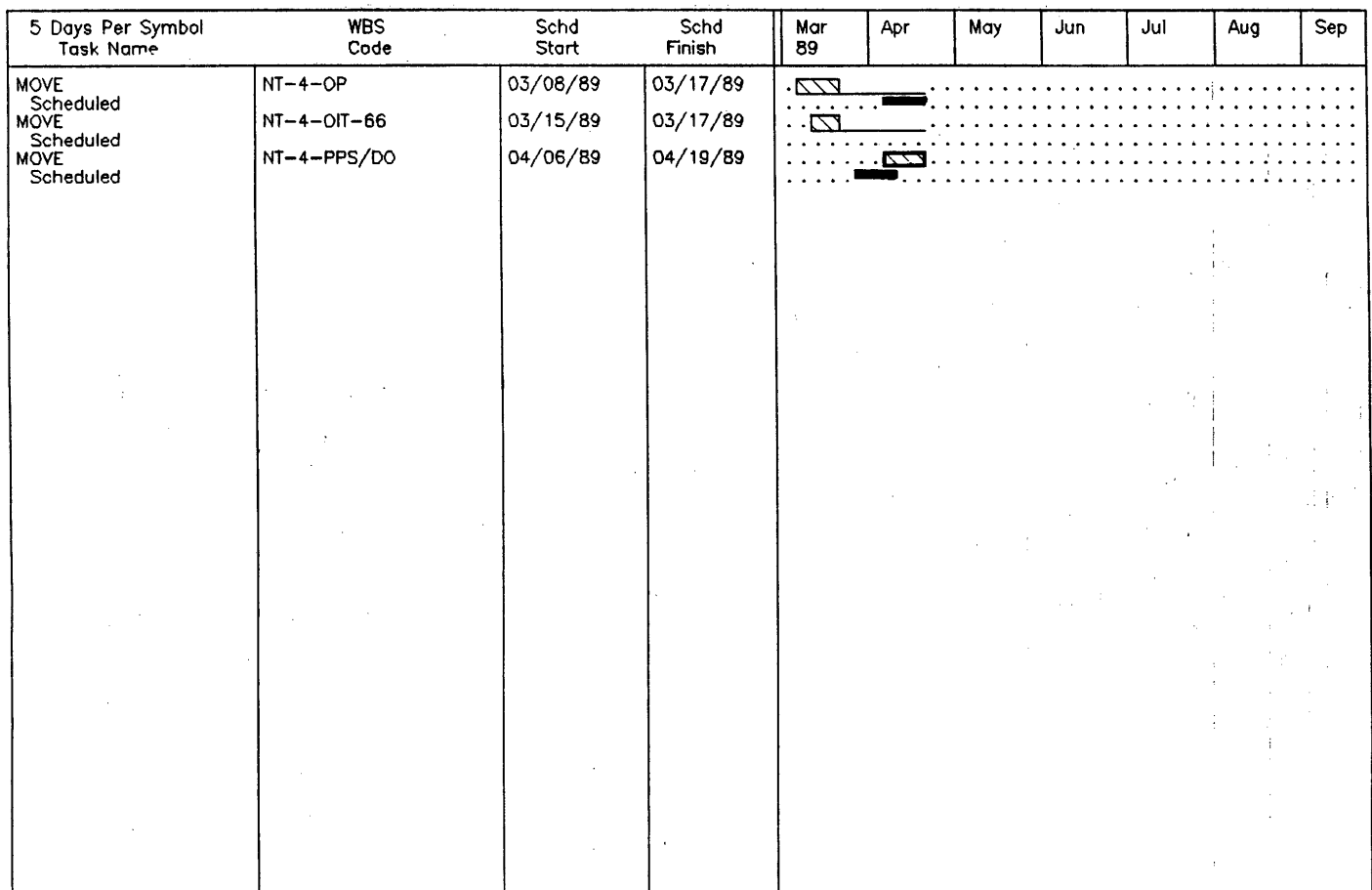
ATTACHMENT 1

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NO. TOWER MOVES 3/1/89 - 4/15/89 as of 12/30/88  
Task Gantt w/Planned

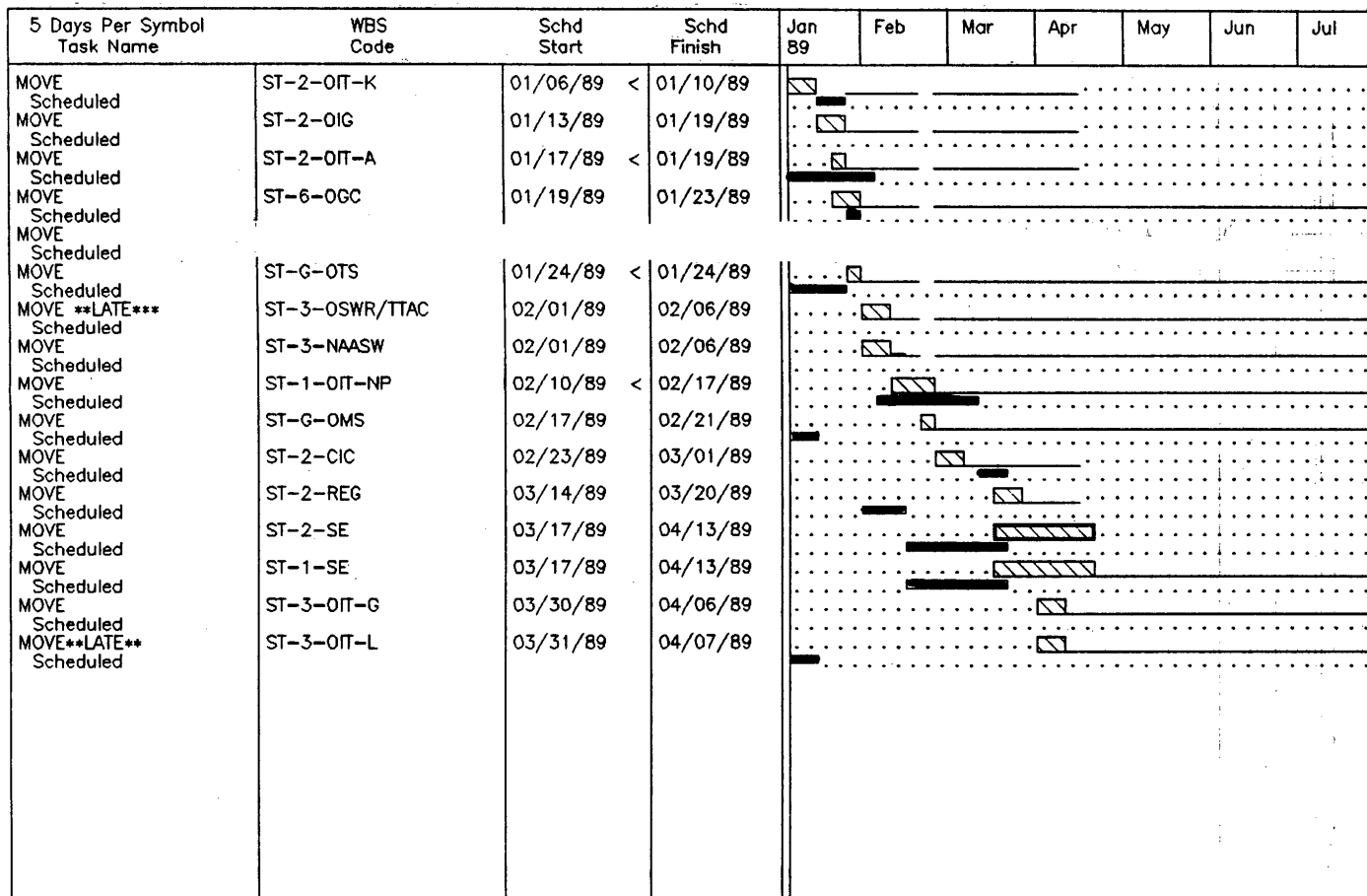
Project: NTMOVE.PJ  
01/03/89





SOUTH TOWER MOVES 1/3/89 - 3/31/89 as of 12/30/89  
Task Gantt w/Planned

Project: SUB01038.PJ  
01/03/89

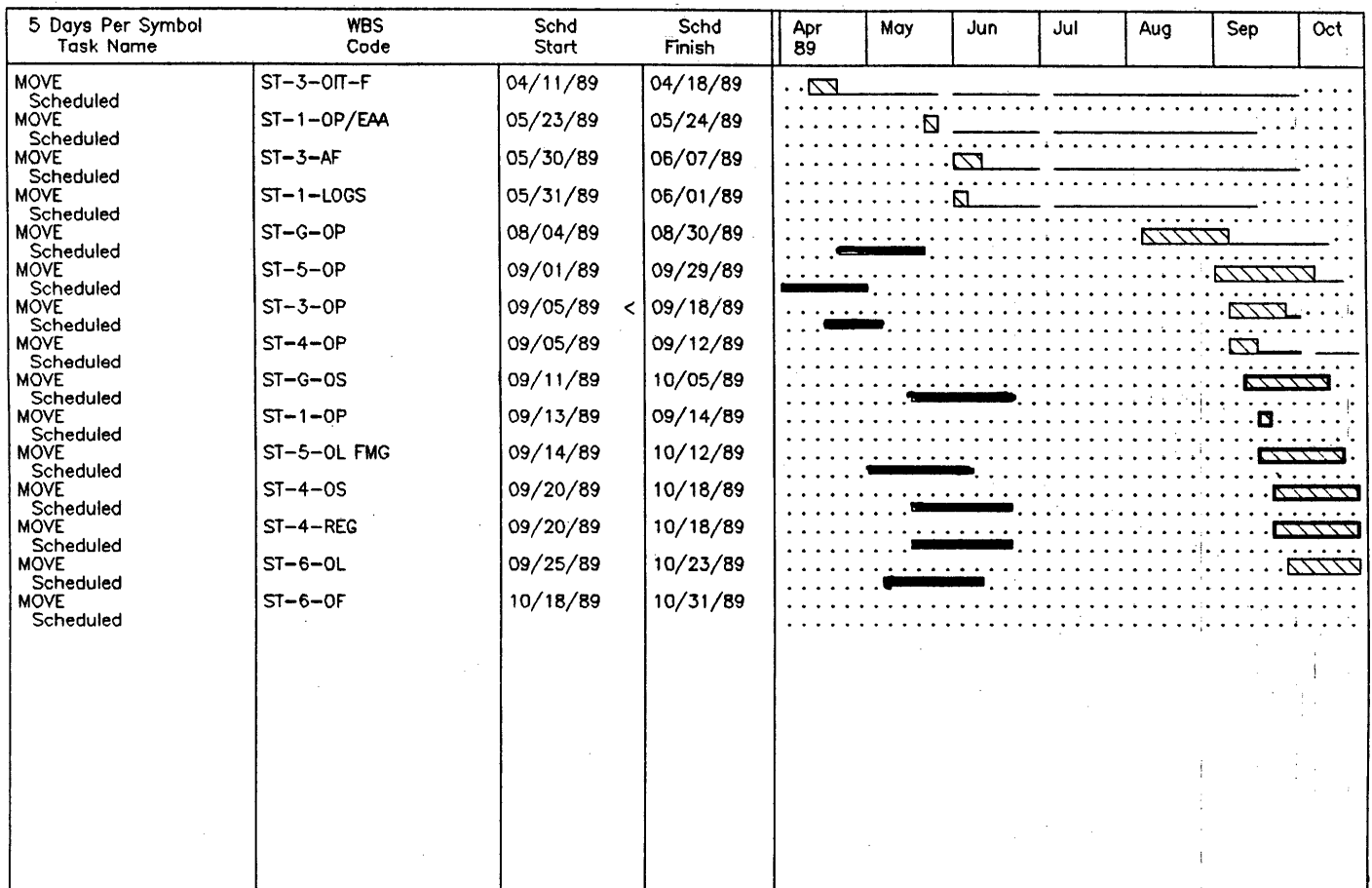


Critical   
 Assigned   
 Unassigned   
 Finish Delay   
 Planned  
 Non Critical   
 Milestone   
 Float/Delay   
 Free Float   
 Actual

Declassified in Part - Sanitized Copy Approved for Release 2013/12/04 : CIA-RDP93B00099R000700130004-7

SOUTH TOWER MOVES 4/1/89 - 10/20/89 as of 12/30/89  
Task Gantt w/Planned

Project: SUB01038.PJ  
01/03/89



Critical  
 Assigned  
 Unassigned  
 Finish Delay  
 Planned  
 Milestone  
 Float/Delay  
 Free Float  
 Actual

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FIT-UP WORK IN THE NEW HEADQUARTERS BUILDING

- \* OTE RENOVATIONS ALMOST COMPLETED - MATERIAL DELIVERIES LATE - VARIOUS DUE DATES IN JANUARY
- \* OMS - CONSTRUCTION BEHIND SCHEDULE - DUE 13 JANUARY - AWAITING DESIGN CHANGES
- \* AF - CONSTRUCTION DOCUMENTS RECEIVED - IN THE CONTRACT CYCLE
- \* PPS/DO - CONSTRUCTION TO BE COMPLETED 6 JANUARY - TURNED OVER FOR WIRING ON 4 JANUARY
- \* OP - (4th FLOOR CENTRAL, NORTH TOWER)  
CONSTRUCTION COMPLETED 9 DECEMBER 1988
- \* BALANCE OF OP AWARDED 21 DECEMBER 1988 - CONSTRUCTION TO START 9 JANUARY
- \* OS - WORKING TOWARD 35% DESIGN DRAWING APPROVAL

SURVEY WORK IN THE NEW HEADQUARTERS BUILDING

- \* OL - REQUIREMENTS HAVE BEEN RECEIVED. WORKING ON 35% DRAWINGS- SCHEDULED FOR COMPLETION 15 JANUARY
- \* OF - ON HOLD

ATTACHMENT 4

## CARPET/PARTITION/FURNITURE INSTALLATION

1-5-88

Significant events last 4 weeks -- since last ILSP meeting:

- (1) OGC furniture installed.
- (2) OIT area A furniture installed.
- (3) DO Registry furniture installed.
- (4) OIG Partitions installed.
- (5) OTS furniture/partitions installed (GS01, GS33).
- (6) BSB partitions installed.
- (7) OIT area P carpeted -- furniture/partitions installed.
- (8) OIT area N carpeted -- partitions installed -- furniture installation in progress.
- (9) 2 trailers of furniture received.
- (10) CIC area being carpeted.
- (11) 2 truckloads of partitions received.

Coming soon:

- (A) 2 trailers of furniture -- including that ordered by CIC.
- (B) CIC furniture installation -- scheduled start 11 Jan.

ATTACHMENT 5